

### Letter of Intent

THIS Letter of Intent into this 18<sup>th</sup> day of February, 2002, by and between the Bartholomew County Commissioners on behalf of the Bartholomew County Assessor and Columbus Township Assessor hereinafter referred to as the "Assessors" and Appraisal Research Corporation hereinafter referred to as "ARC".

WHEREAS the Assessor has the need of software to perform personal property data organization and calculations; and

WHEREAS ARC is willing and able to provide such software (PPDMS).

NOW THEREFORE, in consideration of the mutual promises and covenants hereinafter set forth, the Assessors and ARC enter into this

### Letter of Intent

#### ARTICLE I WORK IN PROGRESS

ARC shall be responsible for providing a license to the Bartholomew County Assessor and the Columbus Township Assessor for their use of ARC's Personal Property Data Management Software. (PPDMS) This software shall provide the necessary tools to allow the Assessor to accurately calculate personal property values and totals for reporting.

#### ARTICLE II MAINTENANCE

ARC shall provide maintenance on a yearly basis with the year beginning when the software is installed and working to the satisfaction of the Assessor. This maintenance shall consist of yearly update to the tables, rolling of data from one year to the next and any upgrades necessary to update the software to State Tax Board standards. The maintenance shall also apply to any problems, which result from the software.

Maintenance fees for 1/1/02-12/31/02 shall be \$299.00 and then be billed on yearly basis at \$499.00 Maintenance consideration shall remain the same from year to year unless ARC notifies the Assessor before March 1 of the year preceding the due date of the maintenance consideration.

Maintenance/Technical support shall be provided via telephone (800) 626-7743. Extension #327. All messages are retrieved three times daily with calls returned within 24 hours. If additional on-site support is needed for reasons other than stated above, additional charges of \$37.50 per hour (minimum four hours), plus mileage from the support person's home to the client's office. Additional programming charges are \$50.00 per hour (minimum ½ hour increments) if applicable.

In addition, ARC shall provide Bartholomew County a data file in excel format which is ODBC compliant with the county tax billing software. The sole purpose of this data file shall be to transfer personal property tax values from the ARC software to the Bartholomew County's tax billing software. ARC is not responsible for any other functions of this process other than providing the necessary data tables needed for transference.

### ARTICLE III TIMEFRAME

ARC shall install the software within two weeks of notification by the Assessor that hardware necessary to run the software is in place and this letter of intent has been executed. Either party shall have the opportunity of terminating this agreement with thirty (30) days written notice to the other party.

### ARTICLE IV CONSIDERATION


ARC shall be paid a total of:

\$2598.00	2 Licenses for PPDMS
\$799.00	1 Forms Package (1 forms package free gratis)
\$598.00	First Year Maintenance (Two Systems)
\$3995.00	Total

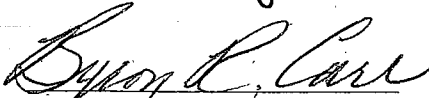
Billing shall be equally divided between the Bartholomew County Assessor and the Columbus Township Assessor.

IN WITNESS THEREOF, the parties have executed this Letter of Intent by their duly authorized offices.

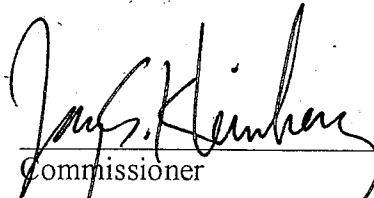
BARTHOLOMEW COUNTY

  
Commissioner

Date: February 18, 2002

  
Commissioner

Date: February 18, 2002

  
Commissioner

Date: February 18, 2002

  
Bartholomew County Assessor

Date: February 18, 2002



Columbus Township Assessor

*Kate Savoy*

Date: 2-18-02

County Auditor

*Vernon Jewell*

Date: 2-18-02

APPRAISAL RESEARCH CORPORATION

Virginia R. Whipple

Virginia R. Whipple AAS, Regional Manager

Date Feb. 12, 2002



*Appraisal Research*  
CORPORATION